

BY ORDER OF THE COMMANDER

SAFB INSTRUCTION 24-301

3 November 2000

Transportation



**TRANSPORTATION OF STUDENTS
DURING ADVERSE WEATHER CONDITIONS**

COMPLIANCE WITH THIS INSTRUCTION IS MANDATORY

NOTICE: This publication is available digitally on the SAFB WWW site and can be accessed at: <http://www.sheppard.af.mil/safbpubs>. If you lack access, contact the OPR or the Base Publications Manager.

OPR: 82 TRW/XPO (Mr Parochniak)
Supersedes SAFBI 24-301, 21 Jul 99

Certified by 82 TRW/XP (Mr Whitman)
Pages: 3; Distribution: F; X

The purpose of this instruction is to establish procedures for the transportation of students during adverse weather conditions. This instruction applies to those units tasked below. Tasked organizations will be responsible for developing checklists in support of this instruction. Due to the availability of buses, this instruction by no means infers that when implemented students will arrive to classes on time. Units must plan accordingly.

Summary of Revisions: A "★" indicates revisions from the previous edition. Changes are administrative in nature and are designed to improve readability. **Changed** the term "chill factor" to "wind chill factor." **Deleted** references to sheltering of students when lightning is within 5 nautical miles.

1. Tasked Organizations:

- 82d Logistics Group/82 LG/CC
- 82d Training Group/82 TRG/CC
- Command Post /82 TRW/CP
- 782d Training Group/782 TRG/CC
- Weather Flight/80 OSS/DOW
- 882d Training Group/882 TRG/CC

2. Responsibilities:

2.1. The Weather Operations Flight Commander will ensure all adverse weather conditions outlined in this instruction are forwarded to the Command Post IAW SAFB Plan 505, **Weather Support Plan**.

2.2. The 82d Training Wing Commander will determine if this plan will be implemented when advised by the Command Post that adverse weather conditions exist in the SAFB area and requirements listed below are met.

★2.3. Commanders, 82d/782d/882d Training Groups will:

- Designate, in writing, a specific 24-hour point of contact (POC) who will receive Wing Command Post weather warnings/advisories and notification that this instruction has been implemented. Letters will be addressed to the Command Post (82 TRW/CP) with an information copy to the Vehicle Operations Dispatch section (82 LS/LGSTO).

- Develop procedures in support of this plan to include internal notification, establishing student pick-up/drop-off points, the approximate number of students requiring transportation, and the required pick-up times. A list of student pick-up/drop-off points will be provided to Vehicle Operations Dispatch, in writing, and updated as changes occur.

- Ensure at least one Military Training Leader (MTL)/instructor assists with the loading/unloading of students at each pick-up point.

2.4. The 82d Logistics Group Commander will develop procedures in support of this plan.

★2.4.1. The Commander, Transportation Flight will:

- Coordinate the requirements of this instruction with the Vehicle Operations/Maintenance contractor.

- Ensure the Vehicle Operations/Maintenance contractor supports this instruction with vehicles and drivers.

2.5. The Command Post Chief will:

- Advise the 82d Training Wing Commander of weather conditions that impact this instruction.

- Notify the Training Groups and 82 LG POCs if this plan will or will not be implemented, and when the plan is terminated.

★3. Procedures: When this plan is implemented by the 82d Training Wing Commander:

3.1. Students will be transported:

- During freezing rain, frozen precipitation, or heavy snow or when these conditions are forecasted to be in the area

and

- Marching distance is in excess of one (1) mile

★3.1.1. Students will be transported regardless of the marching distance when the wind chill factor is less than -15° F.

★3.2. For the purpose of this instruction, adverse/inclement weather conditions are:

- Wind chill factor of -15° F or lower

and/or

- Freezing rain, frozen precipitation, or heavy snow in the area

★3.3. Training Groups will ensure students are at the scheduled pick-up points and ready to travel at the designated time. Students on all shifts will be transported IAW this instruction.

3.4. Vehicle Operations Dispatch will recall drivers/vehicles as required to support this instruction.

3.5. Vehicles/buses will be dispatched as required and as needed.

JOE F. HARRISON, Colonel, USAF
Vice Commander